

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: FINANCE, PERSONNEL & HIGHER EDUCATION

DATE: NOVEMBER 3, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS CONOVER
SEEGER
SOKOL
SIMPSON
MERLINO
DICKINSON
FRASIER
BEATY
MCDEVITT
BRAYMER

OTHERS PRESENT:

KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
REPRESENTING JAEGER & FLYNN ASSOCIATES:
MATT SCHUETTE, AGENCY PARTNER
DAVE SHANTZ, ACCOUNT EXECUTIVE & SENIOR HEALTH INSURANCE
SERVICES
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS LEGGETT
MONTESI
STROUGH

COMMITTEE MEMBER ABSENT:

SUPERVISOR GIRARD

JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
MIKE SWAN, COUNTY TREASURER
DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
JEFFERY TENNYSON, SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the November 3, 2016 meeting of the Finance, Personnel & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/finance/>

Mr. Conover called the meeting of the Finance, Personnel & Higher Education Committee to order at 10:01 a.m.

Motion was made by Mr. Simpson, seconded by Mr. Sokol and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing the Agenda review, Mr. Conover offered privilege of the floor to anyone present wishing to address the Committee on any matter. There being no response given, he moved on to Agenda Item 2, which requested approval of the transfers of funds as attached for Committee approval.

Motion was made by Mr. Simpson, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Mr. Conover offered privilege of the floor to Jackie Figueroa, *County Human Resources Director*, who proceeded with a review of Agenda Items 3A-D.

Ms. Figueroa apprised Agenda Item 3A, which pertained to the tracking of vacancies filled since the last Committee meeting. Ms. Figueroa noted that a reporting of these positions was included in the Agenda and she encouraged anyone with questions to contact her directly.

Ms. Figueroa stated that Agenda Item 3B concerned a presentation from Jaeger & Flynn Associates, Inc. pertaining to renewal of Medicare Advantage. Privilege of the floor was extended to Matt Schuette, *Agency Partner, Jaeger & Flynn Associates*, who provided an overview of the renewal proposal during which the Committee members posed a number of questions that were answered by Mr. Schuette and Dave Shantz, *Account Executive & Senior Health Insurance Services*.

A discussion ensued following which a motion was made by Mr. Simpson, seconded by Mr. Sokol and carried unanimously to approve the renewal of Medicare Advantage as presented by Jaeger & Flynn Associates, Inc. and the necessary resolution was authorized for the November 18th Board Meeting.

Mr. Conover announced that Items 3C and 3D had been withdrawn.

Mr. Conover informed Agenda Item 4 pertained to a request for funding from the Clerk of the Board in the amount of \$18,700.52 to pay coroner's invoices received as the Coroner's budget had been exhausted and there were no other funds available to cover the cost. He suggested the source of funding used to fund this expense should be the Contingent Account.

A motion was made by Mr. McDevitt and seconded by Mrs. Frasier to authorize a transfer of funds in the amount of \$18,700.52 from the Contingent Account to cover the cost of the coroner's invoices received.

Chairman Geraghty advised there had been a significant number of autopsies performed and he noted the expense had increased since Glens Falls Hospital was no longer performing them which meant the transportation to Albany Medical Center was necessary thereby incurring an additional expense.

A discussion ensued following which Mr. Conover called the question and the motion was carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Moving along, Mr. Conover apprised Agenda Items 5A-C pertained to the following referrals from the Criminal Justice & Public Safety Committee and he noted Item 5B had been withdrawn.

- 5A) *Public Defender*- Amending the Warren County Budget Salary Schedule to increase the salary of the 6th Assistant Public Defender positions to \$47,500 effective December 1, 2016 to comply with a new Federal regulation requiring overtime pay for salaries of \$47,476 and under.

Motion was made by Mr. McDevitt, seconded by Mr. Sokol to approve the request.

JoAnn McKinstry, *Assistant to the County Administrator*, advised that Marcy Flores, *Public Defender*, had indicated to her that she would like to withdraw the request since the matter had been handled through the budgeting process.

Mr. McDevitt withdrew his motion and Mr. Sokol withdrew his second to the motion.

- 5C) *Sheriff & Communications*- Request to amend the County Budget in the amount of \$48,698.65 to reflect the receipt of funds from Six Flags Great Escape for patrol services provided there.

Motion was made by Mrs. Frasier, seconded by Mr. Merlino and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Continuing with the Agenda review to Items 6A-E, Mr. Conover outlined the following referrals from the Health, Human & Social Services Committee:

- 6A) *Employment & Training Administration*- Request to amend the County Budget in the amount of \$20,823 to reflect the receipt of Federal Trade Adjustment Act funds for the training of four displaced workers.

Motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

- 6B) *Mental Health*- Request to amend the County Budget in the amount of \$9,365 to reflect the receipt of cost of living adjustment funds for various programs.

Motion was made by Mrs. Frasier, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

- 6C) *Mental Health*- Request to create a new temporary Office Specialist position effective December 5, 2016 for training purposes due to an impending retirement.

Motion was made by Ms. Braymer, seconded by Ms. Seeber and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

- 6D) *Public Health*- Request to amend the County Budget in the amount of \$2,500 to reflect the receipt of grant funds from the Adirondack Rural Health Network/Adirondack Health Institute to plan and carry out a neonatal abstinence syndrome program.

Motion was made by Mr. Dickinson, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

- 6E) *Social Services*- Request to amend the County Budget in the amount of \$5,900 to reflect the receipt of funds for the Youth Bureau budget due to an increase in the State allocation.

Motion was made by Mr. Merlino, seconded by Mr. Dickinson and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Mr. Conover apprised Agenda Items 7A-B pertained to the following referrals from the Public Works Committee, DPW:

- 7A) Request to increase Capital Project H351, *CR 44 over Hudson River Bridge Painting Project*, in the amount of \$1,103,107.

Motion was made by Mr. Dickinson and seconded by Mrs. Frasier to approve the request.

Jeffery Tennyson, *Superintendent of Public Works*, explained this was a bridge painting project for the County Route 44 Bridge over the Hudson River. He advised that this was a Federal-aid project and he noted there was a 5% local match required that would be split evenly with Saratoga County.

A discussion ensued following which Mr. Conover called the question and the motion carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

- 7B) Request to amend the County Budget in the amount of \$19,300 to reflect the receipt of insurance recovery funds for replacement of a video message board.

Motion was made by Mr. Dickinson, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Continuing to Agenda Item 8, Mr. Conover pointed out that the agenda packet included a reporting of the transfers approved by the County Administrator's Office since the last meeting. He noted this was an informational item which required no action.

Mr. Conover informed there were two additional referrals from the Environmental Concerns & Real Property Tax Services meeting this morning, the first of which concerned a request for transfer of funds in the amount of \$380 from Budget Code A.1335 110, *Salaries, Regular*, to Budget Code A.1335 120, *Salaries - Overtime*, to cover the cost of overtime required in the month of December due to the new Federal Law.

Motion was made by Mr. Dickinson, seconded by Ms. Braymer and carried unanimously to approve the

request and the necessary resolution was authorized for the November 18th Board Meeting.

Mr. Conover apprised the next referral from the Environmental Concerns & Real Property Tax Services Committee pertained to a request to transfer County-owned property in the Town of Warrensburg to Warren Ford in the amount of \$4,500.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried by majority vote, with Mr. Dickinson voting in opposition, to approve the request and the necessary resolution was authorized for the November 18th Board Meeting.

Moving on, Mr. Conover pointed out that Section V of the agenda included one personnel-related pending item, as follows:

Pending Items:

Finance - No items this month.

Personnel -

- 1) Proposed Resolution No. 146 of 2016, *concerning salary adjustments for Deputy Department Heads when filling in for a Department Head vacancy*, was tabled at the March 18th Board Meeting and referred back to the Finance, Personnel & Higher Education Committee for review and revision.

Higher Education - No items this month.

Concluding the agenda review, Mr. Conover noted Section VI. of the agenda included a listing of the vacancies approved for filling by the various oversight Committees since the last Finance, Personnel & Higher Education Committee meeting.

There being no further business to come before the Finance, Personnel & Higher Education Committee, on motion made by Mr. Dickinson and seconded by Mr. Simpson, Mr. Conover adjourned the meeting at 10:55 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board